

**OFFICIAL PROCEEDINGS
OF
THE CHARTER TOWNSHIP OF ALPENA-BOARD OF TRUSTEES
June 28, 2021 – 6:00 p.m.
REGULAR MINUTES**

The Charter Township of Alpena Board of Trustees met in Regular session on Monday, June 28, 2021 at 6:00 p.m. at the Charter Township of Alpena Offices, 4385 US 23 North, Alpena, MI 49707.

Present: Supervisor Nathan Skibbe
Clerk Michele Palevich
Treasurer Laura Ellery-Somers
Trustee Cash Kroll
Trustee Steve Lappan
Trustee Russ Rhynard
Trustee Norm Poli

Absent: None

Others present: Attorney Tim Gulden

Supervisor Nathan Skibbe called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

ROLL CALL

Roll call was taken; the following board members were present: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. Absent: None.

AGENDA

Moved by Trustee Steve Lappan and supported by Trustee Norm Poli to approve the agenda as presented. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

Kevin Ginter commented on the Fire Department.

Geri Rich read a written statement regarding the Fire Department.

Larry Clark commented on the fire/ems services contract with the City of Alpena and the bi-path.

Andy Marceau commented on the fire/ems services contract with the City of Alpena.

Gary Partyka commented on the fire/ems services contract with the City of Alpena.

Jeremy Jones commented on the Fire Department.

Aaron Dickinson, Wyndam Garden Estates, commented on the water and sewer agreement between Wyndam Garden Estates and the Charter Township of Alpena and the upgrade of the 4 lift stations.

PAYMENT OF BILLS

Moved by Trustee Russ Rhynard and supported by Trustee Steve Lappan to approve the payment of bills as presented. Roll call vote was taken. AYES: Clerk Michele Palevich, Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

MINUTES

June 8, 2021 (Regular) and June 16, 2021 (Special)

Moved by Trustee Norm Poli and supported by Trustee Cash Kroll to approve the meeting minutes as presented. Voice Vote. Motion carried by unanimous voice vote.

CORRESPONDENCE

Correspondence included: Long Lake Association Letter, Planning Commission Minutes – June 14, 2021, Zoning Board of Appeals Minutes – June 15, 2021 and letter from Mark Szczepanik, Wyndham Garden Estates Board President. Moved by Trustee Cash Kroll and supported by Trustee Steve Lappan to receive and file correspondence. Voice Vote. Motion carried by unanimous voice vote.

FIRE DEPARTMENT UPDATE

INTERGOVERNMENTAL AGREEMENT FOR FIRE DEPARTMENT ORGANIZATIONAL AND RESPONSE SERVICES

The Township Board discussed the Intergovernmental Agreement with the City of Alpena for Fire Department Organizational and Response Services that was presented by the City that included a \$400,000.00 annual payment that would remain unchanged until the third anniversary when the rate of inflation or 2% increase, whichever is less, would be applied and an annual cap of \$475,000.00. The Agreement also stated that notice of termination shall be no sooner than 5 years from the date of written notice unless mutually agreed upon. Moved by Trustee Russ Rhynard and supported by Trustee Norm Poli to accept the Intergovernmental Agreement with the City of Alpena for Fire Department Organizational and Response Services as presented by the City of Alpena. Roll call vote was taken. AYES: Trustee Russ Rhynard, Trustee Norm Poli and Supervisor Nathan Skibbe. NAYES: Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-Somers and Trustee Cash Kroll. Absent: None. Motion failed.

FIRE DEPARTMENT SPECIAL MEETING

The Township Board decided to have a special meeting to discuss the fire department rebuild on Wednesday, June 30, 2021 at 11:00 a.m.

PLANNING COMMISSION APPOINTMENT

Supervisor Nathan Skibbe recommended the appointment of Matt Radocy to the Planning Commission. Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to appoint Matt Radocy to a 3-year term beginning July 1, 2021 to the Planning Commission. Roll call vote was taken. AYES: Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich, Treasurer Laura Ellery-

Somers, Trustee Cash Kroll, Trustee Russ Rhynard and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

GILMET CONSTRUCTION SERVICES – RENEWAL CONTRACT

Moved by Treasurer Laura Ellery-Somers and supported by Trustee Steve Lappan to renew the contract with Gilmet Construction Services for 3 months, expiring on September 30, 2021, for a flat fee of \$1,000.00 per month as presented by Attorney Tim Gulden, as he is continuing to mentor Building Inspector Kevin Pauly. Roll call vote was taken. AYES: Treasurer Laura Ellery-Somers, Trustee Cash Kroll, Trustee Russ Rhynard, Trustee Norm Poli, Trustee Steve Lappan, Clerk Michele Palevich and Supervisor Nathan Skibbe. NAYES: None. Absent: None. Motion carried unanimously.

POLICY & PROCEDURES COMMITTEE RECOMMENDATION

EXPENDITURE AUTHORIZATION

Treasurer Laura Ellery-Somers presented the Township Board with language to amend the spending limit of the Public Safety Department head to \$500.00 and if an emergency, the Supervisor must authorize payment over \$500.00, if not available, the Treasurer or Clerk shall authorize. The Township Board discussed setting an emergency expenditure limit for all departments except DPW. Moved by Clerk Michele Palevich and supported by Trustee Russ Rhynard to table amending the expenditure authorization policy. Voice Vote. Motion carried by unanimous voice vote.

EMPLOYEE PERFORMANCE EVALUATION FORM

Moved by Clerk Michele Palevich and supported by Trustee Steve Lappan to table employee performance evaluation form until an evaluation procedure is developed. Voice Vote. Motion carried by unanimous voice vote.

PUBLIC COMMENT

None.

DISCUSSION

Trustee Steve Lappan commented on fire department rebuild.

ADJOURNMENT

Moved by Trustee Norm Poli and supported by Trustee Steve Lappan to adjourn. Voice Vote. Motion carried unanimously. Meeting adjourned at 7:12 p.m.

Clerk Michele Palevich

Supervisor Nathan Skibbe